

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

General Information

Grantee Name	County of San Diego
Name of Entity or Department Administering Funds	County of San Diego Department of Housing and Community Development
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Dolores Diaz
Title	Housing Program Analyst IV
Address Line 1	3989 Ruffin Road
Address Line 2	
City, State, Zip Code	San Diego, California 92123
Telephone	(858) 694-4804
Fax	(858)514-6561
Email Address	dolores.diaz@sdcounty.ca.gov
Authorized Official (if different from Contact Person)	Catherine Lichterman
Title	Director
Address Line 1	3989 Ruffin Road
Address Line 2	
City, State, Zip Code	San Diego, California 92123
Telephone	(858) 694-8750
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Email Address	catherine.lichterman@sdcounty.ca.gov
Web Address where this Form is Posted	http://www.sdcounty.ca.gov/sdhcd/index.html

Amount Grantee is Eligible to Receive*	\$ 1,925,974
Amount Grantee is Requesting	\$ 1,925,974

*Amounts are available at <http://www.hud.gov/recovery/homelesspreventrecov.xls>

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B. Citizen Participation and Public Comment

1. Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment (limit 250 words).

Response:

This substantial amendment is a result of six (6) planning and strategy meetings with the Regional Continuum of Care; San Diego Grantmakers; community representatives and other interested parties regarding homeless prevention strategies, best practices and program design.

The Department of Housing and Community Development also published a public notice on its website soliciting public comment regarding the substantial amendment along with public notices in local newspapers including minority media publications.

The San Diego County Board of Supervisors approved the Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homeless Prevention and Rapid Re-Housing Program (HPRP) at a public hearing on for May 5, 2009.

2. Provide the appropriate response regarding this substantial amendment by checking one of the following options:

- ☒ Grantee did not receive public comments.
- ☐ Grantee received and accepted all public comments.
- ☐ Grantee received public comments and did not accept one or more of the comments.

3. Provide a summary of the public comments regarding this substantial amendment. Include a summary of any comments or views not accepted and the reasons for non-acceptance.

Response: N/A

C. Distribution and Administration of Funds

1. Check the process (es) that the grantee plans to use to select subgrantees. Note that a subgrantee is defined as the organization to which the grantee provides HPRP funds.

- ☐ Competitive Process
- ☐ Formula Allocation
- ☒ Other (Specify)

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Housing and Community Development will execute Memorandums of Agreement between County governmental departments, structures and entities.

The County of San Diego also anticipates entering into a contract with Continuum of Care's HUD approved Homeless Management Information Systems (HMIS) provider for data collection and evaluation as required by the regulations and program guidelines.

2. Briefly describe the process (es) indicated in question 1 above (limit 250 words).

Response:

The County of San Diego Department of Housing and Community Development's proposed program anticipates formalizing subgrantee relationships between the Housing Authority of the County of San Diego under the direction of the Department of Housing and Community Development; and the San Diego County Superintendent of Schools. Memorandums of Agreement will be executed prior to program implementation. The MOA's will outline program guidelines, term, roles, responsibilities, budget, reporting and monitoring.

The Department of Housing and Community Development will also enter into a formal contract with the Continuum's of Care's designated HMIS provider to fulfill the responsibilities outlined by HUD in relation to data collection, analysis, reporting and evaluation.

3. Briefly describe the process the grantee plans to use, once HUD signs the grant agreement, to allocate funds available to subgrantees by September 30, 2009, as required by the HPRP Notice (limit 250 words).

Response:

The Department of Housing and Community Development in collaboration with the Housing Authority of the County of San Diego and the County Office of Education have identified specific roles, responsibilities and tasks that will be necessary to carry out the County of San Diego's proposed Homeless Prevention Program.

All parties have adopted the following tentative timeline:

- May 5, 2009 – San Diego County Board of Supervisor's public hearing to approve the Substantial Amendment to the Consolidated Plan
- July 2, 2009 – HUD's deadline to review Substantial Amendment
- August 3, 2009 – Agreements executed between the County of San Diego's Department of Housing and Community Development and subgrantees. The Agreements will be contingent upon HUD's award and the term of the

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Agreements will run concurrent with the executed HUD HPRP Grant Agreement.

- September 1, 2009 – HUD’s deadline to execute grant agreement.
- September 10, 2009 – Funds allocated in IDIS and available to subgrantees.

4. Describe the grantee’s plan for ensuring the effective and timely use of HPRP grant funds on eligible activities, as outlined in the HPRP Notice. Include a description of how the grantee plans to oversee and monitor the administration and use of its own HPRP funds, as well as those used by its subgrantees (limit 500 words).

Response:

The County of San Diego’s Homeless Prevention Program will ensure an effective and timely use of HPRP funds through a strong collaboration between the Housing Authority of the County of San Diego and the San Diego County Office of Education.

The San Diego County Office of Education will serve as the clearinghouse and central point of contact between the Housing Authority and already existing McKinney-Vento Homeless Liaisons that are currently providing case management services to families that are homeless or at risk of homelessness. Homeless Liaisons will conduct outreach along with an initial standardized assessment to determine the type, level and duration of the rental assistance and services needed by each family.

The Housing Authority will administer a medium term tenant based rental assistance program for a period not to exceed 12 months. This assistance will allow families to remain in their existing rental units or help them obtain rental housing of their choice allowing their children to remain in school.

In addition to housing search and placement services (such as property owner negotiations); the Housing Authority will provide linkages to community resources, access to mainstream program wait lists such as Section 8, Public Housing and other affordable housing programs. The Housing Authority will also assist families to develop Housing Retention Plans to prevent future housing instability.

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D. Collaboration

1. Briefly describe how the grantee plans to collaborate with the local agencies that can serve similar target populations, which received funds under the American Recovery and Reinvestment Act of 2009 from other Federal agencies, including the U.S. Departments of Education, Health and Human Services, Homeland Security, and Labor (limit 250 words).

Response:

The County of San Diego has actively participated in a series of collaborative meetings with local agencies that fund or serve similar target populations. Collaborative meetings have resulted in plans for the following:

- A formal collaborative agreement with the San Diego County Superintendent of Schools to coordinate with McKinney-Vento Homeless Liaisons assigned to 35 school districts serving homeless families within the Housing and Community Development jurisdiction;
- A uniform assessment tool and web based client profile system are under development to assist in determining eligibility for mainstream resources;
- Coordinated Health and Human Services Agency TANF programs that prioritize and emphasize Family Self Sufficiency related supports;
- An Agreement for FEMA to target one time payments for rent /mortgage arrears and utility assistance;
- Outreach at Workforce Investment Act (Department of Labor funded) employment and Family Resource Centers; and the 2-1-1 information system that prescreens for eligibility and refers persons to region wide programs in a coordinated manner.

The Department of Housing and Community Development's collaborative participation with the Regional Continuum of Care Council (CoC) provides for a wide distribution of information between agencies receiving federal funds; provides effective targeting and leveraging of resources; and prevents duplication of services.

Briefly describe how the grantee plans to collaborate with appropriate Continuum(s) of Care and mainstream resources regarding HPRP activities (limit 250 words).

Response:

The County of San Diego Department of Housing and Community Development (HCD) convenes and coordinates the efforts of the CoC. HCD and the County's Health and Human Services Agency are active members of CoC's strategic planning.

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Local plans for HPRP funds prioritize shorter-term prevention and recovery for families at high risk through public schools while the CoC intends to prioritize longer term services for adults already experiencing homelessness through community based organizations. Monthly collaboration meetings result in coordination among the Plan to End Chronic Homelessness, the Supportive Housing Program, State of California Mental Health Services Act, FEMA, and HPRP efforts.

In addition, HCD is a key participant of a regional collaborative effort that represents 6 HPRP grantee jurisdictions and encompasses 2 CoC's within the County. This collaboration provides an opportunity to review challenges, best practices and strategies for the effective use of funds and access to mainstream resources.

2. Briefly describe how HPRP grant funds for financial assistance and housing relocation/stabilization services will be used in a manner that is consistent with the grantee's Consolidated Plan (limit 250 words).

Response:

The proposed Homeless Prevention Program specifically addresses the needs of homeless families and "at risk" families described in the San Diego Urban County 2005-2010 Consolidated Plan.

According to the San Diego County Regional Task on the Homeless, families with children have represented the "fastest growing segment of the homeless population in the past 10 to 15 years." The economic support provided by the proposed program will provide much-needed short to medium term rental assistance to prevent family homelessness. This assistance will allow families to remain in their existing rental units or help them obtain rental housing of their choice allowing their children to remain in school.

In addition to housing search and placement services (such as property owner negotiations); the Housing Authority will provide linkages to community resources, access to mainstream program wait lists such as Section 8, Public Housing and other affordable housing programs during the intake process. The Housing Authority will also assist families to develop Housing Retention Plans to prevent future housing instability. These efforts and activities are outlined as a "first line of defense to prevent homelessness" in the County's Consolidated Plan.

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E. Estimated Budget Summary

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re- housing	Total Amount Budgeted
Financial Assistance ¹	\$1,362,702	\$340,676	\$1,703,378
Housing Relocation and Stabilization Services ²	\$ 30,000	\$	\$ 30,000
Subtotal (add previous two rows)	\$1,392,702	\$340,676	\$1,733,378

Data Collection and Evaluation ³	\$ 96,298
Administration (up to 5% of allocation)	\$ 96,298
Total HPRP Amount Budgeted⁴	\$ 1,925,974

¹Financial assistance includes the following activities as detailed in the HPRP Notice: short-term rental assistance, medium-term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance, and motel or hotel vouchers.

²Housing relocation and stabilization services include the following activities as detailed in the HPRP Notice: case management, outreach, housing search and placement, legal services, mediation, and credit repair.

³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

⁴This amount must match the amount entered in the cell on the table in Section A titled "Amount Grantee is Requesting."

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F. Authorized Signature

By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

Signature/Authorized Official

Date

Title